

Approved  
**MEETING MINUTES**  
**STATE CONSUMER AND FAMILY ADVISORY COMMITTEE**

***June 12, 2008***

**Present:** Beaufort Bailey, Carl Britton-Watkins, Wilda Brown, Terry Burgess, Marianne Clayter, Zack Commander, Bill Cook, Kathy Crocker, Carol DeBerry, Judy Dempsey, Tisha O'Neal-Gamboa, Libby Jones, Ron Kendrick, Carl Noyes, Marian Spencer, Andrea Stevens, David Taylor Jr., Amelia Thorpe and Cynthia Vester.

**Absent:** Judy Dempsey and Libby Jones.

**Resigned:** Marian Spencer and Tisha O'Neal-Gamboa.

**Staff Present:** Dr. Mike Lancaster, Chris Phillips, Ann Remington, Cathy Kocian, Jesse Sowa.

**Guests:** Carolyn Anthony, Roger Griesinger, Fred Johnson, Paul Russ and Judy Taylor.

| <b>Presenter &amp; Topic</b>  | <b>Discussion</b>   | <b>Action</b>  |
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| <b>Welcome:</b><br><b>Carl Britton-Watkins, SCFAC Chair</b>         | <ul style="list-style-type: none"><li>• The meeting was called to order at 9:30 AM.</li><li>• Carl Britton-Watkins welcomed two new SCFAC members, Roger Griesinger and Paul Russ, whose terms become effective July 1, 2008.</li></ul>   | The agenda was approved with changes.<br><br>The May 2008 minutes were approved.   |
| <b>Public Comments/Issues</b>                                       | <ul style="list-style-type: none"><li>• David Taylor, Jr. announced that he wasn't reappointed to his local CFAC and he is concerned with who will take his place when he comes off the committee. Judy Taylor stated that David is the second DD person to be removed from that local CFAC. David stated that the CFAC votes on member reappointment and then the LME is the final decision maker. Chris Phillips stated that this process is not a violation of statute. Local CFAC members can choose a process wherein the LME/Governing Board makes final appointments to the committee. Carl Britton-Watkins stated he would contact Crossroads Staff regarding David's concern with not being reappointed.</li></ul> | David Taylor, Jr will send Kathy Crocker the Crossroads Bylaws. Carl Britton-Watkins will communicate with the Crossroads CFAC and LME to gather information about this. |
| <b>Discussion with Division Leadership</b><br><b>Chris Phillips</b> | <ul style="list-style-type: none"><li>• Chris Phillips spoke about the death of Jack Dempsey, SCFAC member Judy Dempsey's husband. Judy Dempsey has served on the SCFAC since its inception.</li><li>• Chris discussed the resignation of Patsy Christian, Director of the new Central Regional Hospital (CRH). Ms. Christian has taken a different position within the Department. Secretary Dempsey Benton has appointed Dr. Mike Lancaster as the Interim Director of CRH. Mike Hennike is acting as a special assistant to Dr. Lancaster. Assistant Director of CRH, Cliff Hood (formerly at Dorothy Dix Hospital), is now at CRH full time. Jim Osberg is now acting Director of Dorothy Dix.</li></ul>                |  |

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|                                      | <ul style="list-style-type: none"> <li>• SCFAC members discussed the upcoming transition from Dorothea Dix to CRH. John Umstead Hospital will begin transition on July 14, 2008. Dorothy Dix Hospital will begin transition at the end of July, 2008. Chris stated that the Secretary has also developed a Transitional Technical Team to assist with: <ul style="list-style-type: none"> <li>• Policy refinement,</li> <li>• Training,</li> <li>• Unit set-up and</li> <li>• Communications.</li> </ul> </li> <li>• Chris announced that the House has approved the 2008-2009 Budget and the budget has now gone to the Senate. The Senate Appropriations committee will make adjustments to the House Budget. Ron Kendrick commented on the Mercer recommendations to regionalize the LMEs. Chris said that legislation has been introduced that would prevent LME regionalization and that some Legislators are not in favor of reducing LME authority.</li> <li>• SCFAC members reviewed the letter to Secretary Benton by the Mental Health Association of Wilson County which advocated against voluntary LME regionalization. The letter incorrectly assumed that the regionalization plan would reduce the number of CFACs and would relegate the LME customer service function to a regional authority.</li> <li>• Chris mentioned that the DHHS is charged with developing a method for decertifying LMEs who are unable to manage Single Stream Funding. Beginning in July, LMEs receiving Single Stream Funding will receive funds on a quarterly basis. The Division will require that these LMEs meet reporting standards as far as expenditures of funds.</li> <li>• The Division's <i>Consumer Handbook</i> has been approved by the Executive Leadership Team (ELT) and is now being reviewed by the DHHS Public Affairs Office for approval for release. Chris explained that the LMEs have an obligation to provide public information and consumer materials as specified per their contracts.</li> </ul> |  |
| <b>Critical Issues Sub-Committee</b> | <ul style="list-style-type: none"> <li>• SCFAC members unanimously agreed that the committee needs to continue to acknowledge receipt of communications regarding local CFAC issues but that the SCFAC does not have authority or responsibility for local issues.</li> <li>• Marian Spencer discussed the technical assistance document and definition that SCFAC members received at the May SCFAC meeting. At this time, SCFAC members discussed the following definition of technical assistance: <p style="margin-left: 40px;"><i>Information, support, referrals, resources and training provided to CFACs by SCFAC in a variety of ways as determined by SCFAC based on information received from the State and the Division or from communications from the local CFACs. This can be done in a number of ways including:</i></p> <ul style="list-style-type: none"> <li>• Conference training,</li> </ul> </li> </ul>   |  |

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|                                     | <ul style="list-style-type: none"> <li>• SCFAC members attend CFAC meetings to answer questions,</li> <li>• Provide a resource manual,</li> <li>• Development of white papers,</li> <li>• Training on law and LME services from SCFAC or those identified by SCFAC and</li> <li>• Communicate with local CFACs for further ideas on “<i>how</i>” and “<i>what.</i>”.</li> </ul>   |   |
| <b>SCFAC Elections</b>              | <ul style="list-style-type: none"> <li>• The 2008 SCFAC Nominating Committee nominated Ron Kendrick for Chair and Wilda Brown as Vice Chair for the committee. Both nominees accepted the nominations. There were no additional nominations from the floor so SCFAC members proceeded to vote via individual ballot. Libby Jones was absent and her vote was received via email and entered into the vote by proxy.</li> <li>• Ron Kendrick was elected as the SCFAC Chair and Wilda Brown as Vice-Chair for 2008-2010.</li> </ul>  |   |
| <b>SCFAC Bylaws</b>                 | <ul style="list-style-type: none"> <li>• SCFAC members approved the changes to the bylaws, that all SCFAC members are expected to be in attendance at each meeting for its entirety and that only the SCFAC Chair has the authority to excuse a member from a meeting or any portion of the meeting.</li> </ul>   | Cathy Kocian will post the updated bylaws on the SCFAC web page.  |
| <b>SCFAC Effectiveness Review</b>   | <ul style="list-style-type: none"> <li>• SCFAC members broke into three work groups in order to develop a structured method that will assist the members in their goal to move forward with strategic planning for the upcoming work year.</li> </ul>   | Cathy Kocian will insert the SCFAC workgroup responses into the Review Chart and distribute to members via email prior to the July meeting. |
| <b>Farewells to the SCFAC Chair</b> | <ul style="list-style-type: none"> <li>• Carl Britton-Watkins thanked each and every SCFAC member for their time, commitment and dedication to the committee during his period as SCFAC Chair. In addition, Carl expressed special appreciation to Chris Phillips and Ann Remington for their assistance with SCFAC projects. Finally, Carl thanked Cathy Kocian for her tremendous dedication, efficiency and labor to ensure that all meetings ran smoothly.</li> <li>• SCFAC members thanked Carl for his service and are looking forward to having him sit at the table as a committee member.</li> </ul> |   |
| <b>SCFAC Annual Report</b>          | <ul style="list-style-type: none"> <li>• Carl Britton-Watkins said he would develop the SCFAC annual report for the 2007-2008 time frame.</li> </ul>  | Carl will draft the Annual Report to the General Assembly, Secretary and the Division.  |
| <b>Next Meeting Date</b>            | The next meeting is scheduled for July 10, 2008 from 9:30 A.M. – 3:00 P.M. The meeting will be held in the Four Sisters Room at the Clarion Hotel State Capital, 320 Hillsborough Street, Raleigh, NC.  |   |
| <b>July 2008 Meeting Agenda</b>     | <p>Approval of the Agenda.</p> <p>Approval of the June 2008 minutes.</p>  |   |

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|                          | <p>Discussion with Division Leadership.</p> <p>Public Comment &amp; Issues Session.</p> <p>Mental Health First Aid Training.</p> <p>SCFAC Sub-Committee Written Reports.</p> <p>Critical Issues: Lack of awareness and Unified voice.</p> <p>SCFAC Effectiveness Review.</p> |  |
| <b>Future Discussion</b> | <ul style="list-style-type: none"> <li>Representative Lucy Allen-State Travel Policies</li> </ul>  |  |